

**INSTRUCTIONS FOR FORM 740-V
ELECTRONIC FILING PAYMENT VOUCHER**

2002

Do I need to use a payment voucher?

- If you owe tax on your 2002 electronic Kentucky return, send the payment voucher with your payment. You must pay the amount you owe by April 15, 2003, to avoid interest and penalties.
- If your 2002 electronic Kentucky return shows a refund or no tax due, do not use the payment voucher.

Why use a payment voucher?

- The use of Form 740-V, Kentucky Electronic Payment Voucher, will help process your payment more accurately and efficiently.

How do I prepare my payment?

- Make your check or money order payable to the **Kentucky State Treasurer**. Do not send cash.
- If your name and address are not printed on your check or money order, write them on the check.
- Write your Social Security number, daytime phone and "2002 Form 740" on your payment.

How do I prepare the payment voucher?

- Enter your Social Security number in box 1 and the first four letters of your last name in box 2. See examples below.

Name	Enter	Name	Enter
John Brown	BROW	Juan DeJesus	DEJE
Joan A. Lee	LEE	Jean McCarthy	MCCA
John O'Neill	ONEI	Pedro Torres-Lopez	TORR

- Enter the amount of the payment you are making in box 3.
- If you are filing a joint or combined return, enter your spouse's Social Security number in box 4.
- Enter your name(s) and address in box 5.

How do I send in my payment and the payment voucher?

- Detach the payment voucher at the perforation below.
- Do not attach the payment voucher and the payment to each other.
- Mail your payment and payment voucher to:



Kentucky Revenue Cabinet
Frankfort, KY 40619-0008



740-V

42A740-S23

Commonwealth of Kentucky
REVENUE CABINET

**KENTUCKY
ELECTRONIC PAYMENT VOUCHER**

2002

1 Enter your Social Security number 	2 Enter the first four letters of your last name 	3 Enter the amount of the payment you are making \$
4 If a joint or combined return, enter your spouse's Social Security number 	5 Last Name First Name	
Mailing Address (Number and Street or P.O. Box)		
6 Daytime Telephone Number 	City, State and ZIP Code	